

Instructions for Grant Application Form

Block 1 – Applicant Information

Applicant is name of individual landowner or name of homeowner association. For subdivisions, the contact person is usually the homeowner representative or the project manager for the subdivision. If funds are limited, preference may be given to landowners with existing forest management plans that have been approved by the Idaho Department of Lands.

Block 2 - Project Description/Timeline

List name of project and estimate total forested acres on the property(s). Preference may also be given to landowners, in good standing, that have received grant funds in the past and/or have an active bark beetle infestation (mountain pine, Douglas-fir or western pine beetles) currently on the property. Treatments, such as thinning to improve forest health and reduce fire hazard, can be included in the application. For location, list nearest landmark or town (i.e. located 9 miles west of Stanley along highway 21). Provide the legal description and map showing locations of treatments.

Describe justification for grant request and how this request will help you suppress and prevent bark beetle attacks. Describe and check off treatments for which you are requesting grant funds.

Recommended Timeframes/Tips:

To protect lodgepole pine trees, preventative sprays must be applied before July 1 before beetles emerge and attack new trees. If possible, green infested trees also need to be removed before July 1 and debarked or moved off site to minimize beetle spread. Bark should be moved off site or burned. Other tree removal such as thinning young stands of trees and dead tree removal for site prep can occur any time of the year.

For Douglas-fir tree protection, MCH pheromone pouches need to be applied preferably by the end of April.

Block 3 – Requested Grant Amount

After describing the activities that you would like to accomplish, estimate costs for each activity to determine the total project cost. For example, you would like to spray 100 trees, you would show $100 \text{ trees} \times \$10/\text{tree} = \$1000$.

Please be accurate in your figures as, if this grant application is accepted, it will become a legally binding component of the memorandum of understanding (MOU). Deviations from the MOU will only be considered following written request by the grant recipient and by mutual consent with the Program Coordinator and Administrator.

Examples:

You determine your total project cost to be \$10,000. Your 25% match would be \$2,500 and the dollar amount requested from the state would be \$7,500.

Another way to calculate the cost is to determine that you need to receive a grant award in the amount of \$7500. Since a 25% match is required divide \$7500 by .75 ($7500 / .75 = 10,000$). \$10,000 is your total project cost and a match of \$2,500 is required.

*Note: Match is not based on 25% of the grant award amount, only the total project cost. **As of September 2006, the grant award amount can be up to, but shall not exceed, \$37,500 for a total project cost not to exceed \$50,000. Project duration will be from April 1st of the first year to March 31st of the third year.***

Cost Guidelines

Average costs are provided as a courtesy for planning purposes only. Most of these cost guidelines were taken from project work from areas impacted by the mountain pine beetle on the Sawtooth National Recreation Area. You are strongly encouraged to obtain your own cost estimates from local contractors within your area. A list of spray and tree contractors is available upon request.

Spraying

Lodgepole pine trees over 8" in diameter are susceptible to mountain pine beetle attack. Identify the number of trees you would like to protect and multiply by the average cost of spraying. The average cost based on 2007 figures ranged between \$7-\$10/tree. Please see the application form for information pertaining to foliar sprays for protection against western spruce budworm.

MCH Pheromone Pouches for Douglas-fir Trees

Cost estimates will reflect market rates for this product. Currently, this is approximately \$2.00 per pouch. Four pouches per tree are needed for individual tree protection and 30 pouches per acre for larger forested acreages. Grantees are encouraged to negotiate a cheaper price and/or buy in bulk (with other grantees) to save costs.

Please note: labor for applying mch is not a reimbursable expense. However, labor can be cost shared out of the 10% grant administration budget, if desired, and at no more than \$15/hour.

Individual Tree Removal

Estimate number of green infested trees (trees containing bark beetle brood) that need to be removed. The maximum allowable cost for removal of trees in a stand is **\$40/tree** if located within 132 feet of a house and/ or garage. The maximum allowable cost for removal of trees in a stand is **\$28/tree** if located more than 132 feet of a house and/ or garage. This cost includes complete tree and slash clean up (hauling slash off site, piling, burning, chipping, mulching, etc.). A larger amount per tree may be allowed for removal of open-growing, 'wolf' trees on a case by case basis.

Thinning

The maximum allowable thinning cost will be **\$500/acre**, for stands where pine trees are 4 to 6 in. average diameter (breast height) and **\$250/acre** for stands of pine trees less than 4 in. average diameter. No reimbursement is available for stands where pine trees are greater than 6 in. average diameter. Grantees are encouraged to negotiate cheaper prices whenever/wherever possible.

Block 4 – Grant Contributors (matching share - 25%)

Homeowner associations or individual landowners are required to match at least 25% of the total project cost through hard match (cash). This refers to cash contributions from **non-federal funds for some of the costs of an activity or activities applicable to the project**. HOAs or landowners can match up to 50% of the total project cost through hard match (cash): Projects showing greater match will score higher in the ranking process (1 pt. per % pt. above 25%).

You must include rates, names, items, and details such as “why, what, when, where, and whom”. If match is shown on the application and budget documentation form, you as the grant recipient are committed to spend the match portion “out-of-pocket and must substantiate the expenditures”.

Block 5 – Total Project Expense

The total project cost is the total amount of all costs needed to accomplish the project including contracted work, grant project management and cash match. Block 5 combines calculations from blocks 3 and 4.

- Non-contractual Personnel/Labor – Maximum \$15.00 per hour.
- Operating/Admin Costs – Maximum of \$20/hour allowed for personnel and admin charges such as time spent managing the grant, postage, printing, etc
- Contractual Services – work contracted out; three bids are required for contracts of \$2500 or more
- Supplies – items that are used up during the grant i.e. flagging, paint.

Note: To be considered, applications must be completed and returned to the office listed below by November 30 each year. Electronic and hard copies are accepted. Send to:

Jim Rineholt, Grant Coordinator
Sawtooth NRA
HC 64, Box 8291
Ketchum, ID 83340
Phone: 208-727-5021
Fax: 208-727-5029
E-mail jrineholt@fs.fed.us